Hollinswood and Randlay Parish Council

Clerk: Katrina Baker MBE MILCM

26th September 2018

To: Cllr S Snell, Cllr L Ricketts, Cllr P Roberts, Cllr S Unwin, Cllr L Aubrey, Cllr H Unwin

You are invited to the next meeting of the Personnel Committee on **Monday 1st October 2018** which will take place in the Council Chamber at **Hollinswood Neighbourhood Centre at 8.00pm.**

Yours sincerely

Katrina Baker
Clerk

A G E N D A

1. **Welcome** Councillor Mrs S Snell
2. **Election of Chairman**
3. **Declaration of Acceptance Of Office**
4. **Apologies**
5. **Election of Vice Chairman**
6. **Declaration of Acceptance of Office**
7. **To receive any Declarations of Interest**
8. **To confirm the Terms of Reference**
   To consider an amendment that the Position of Chairman be for a four-year period from May 2019 following the elections.
9. **To confirm the Minutes of the meeting held on 5th March 2018**
10. **Matters Arising, not on the Agenda**
11. **Staff - update**
12. **STROWP**
    Update
13. **To discuss any other business (at the discretion of the Chairman)**
14. **To confirm the date & time of the next Personnel meeting**

Hollinswood Neighbourhood Centre, 7 Downemead, Hollinswood, Telford TF3 2EW Tel: 01952 567961
E-mail:- enquiries@harpc.org.uk Website:- www.hollinswoodandrandlaypc.org.uk

Hollinswood & Randlay Parish Council and Telford & Wrekin Council have signed up to a Parish Charter –
A commitment by all to work together for the benefit of the wider community.